

MANUAL

OF THE

BOARD OF EDUCATION,

STATE OF KANSAS,

FOR THE USE OF

ACCREDITED INSTITUTIONS OF LEARNING,

AND OF

CANDIDATES FOR THE CERTIFICATES AND  
DIPLOMAS ISSUED BY THE BOARD.

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STATE BOARD OF EDUCATION.

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## PREFACE.

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THIS edition of the Manual of the Kansas State Board of Education is published in compliance with an order for the revision and publication of the manual adopted by the Board at a regular meeting held August 8, 1906.

This manual contains all the general rulings and resolutions of the State Board regarding its relation to the accredited colleges of the state and to applicants for the several kinds of certificates issued by the Board.

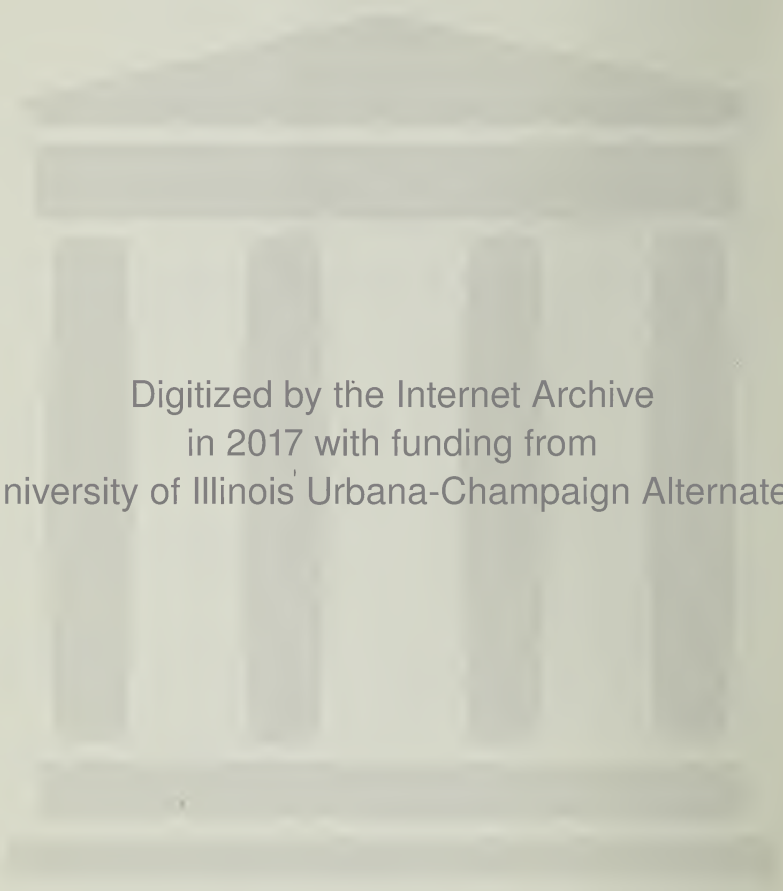
Applicants for state certificates by examination or on diplomas of graduation from accredited schools should acquaint themselves with the Board's requirements.

Accredited colleges will be expected to conform to the Board's requirements as regards all courses whose graduates seek recognition by the Board.

This manual aims to give definite and complete information; however, the state department of education will be pleased to answer any questions pertaining to the Board's rules.

I. L. DAYHOFF, *Chairman.*

FRANK R. DYER, *Secretary.*



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# CHAPTER I.

## CERTIFICATES.

### *SECTION 1.—Kinds of State Certificates Issued—When and Where Valid.*

#### I. The State Board of Education may issue the following certificates:

##### 1. General certificates.

- (a) Life diploma, valid for life in all public schools of the state.
- (b) Life certificate, valid for life in all public schools of the state.

NOTE.—See page 24, for difference between life diploma and a life certificate.

- (c) Three-year renewable certificate, valid for three years in all public schools of the state. May be renewed by issuing a life certificate. See page 6, for requirements for renewal.
- (d) Three-year non-renewable certificate, valid for three years in all public schools of the state. The holder may secure a three-year renewable certificate by passing examination in the five professional subjects prior to the date of expiration of the non-renewable certificate.

##### 2. Industrial certificates.

###### (a) Manual training.

- (1) For grade teachers.
- (2) For high-school teachers.

- (b) Domestic science and art. Industrial certificates are valid for teaching such industrial branches as are covered by the certificate, and then only when the holder has also a valid Kansas teacher's certificate. They are valid for one year on first issue. Renewals may be made valid for two years.

##### 3. Institute certificates.

- (a) Conductor, valid for one or five years, as stated therein.
- (b) Instructor, valid for one or three years, as stated therein.
- (c) Special instructor, valid for one year; authority to instruct only in the branches named therein.

#### II. The board of regents of the State Normal Schools issues the following certificates or diplomas with certificate value:

- (a) Diploma, four-year course, valid as a life certificate in all public schools of the state.
- (b) Three-year non-renewable certificate, upon completion of the three-year course prescribed for the State Normal School and its branch schools.
- (c) One year non-renewable certificate, upon completion of the two-year course of study prescribed by the State Normal School and its branch schools and an attendance of not less than twenty weeks.

NOTE.—All certificates issued by the State Normal School must be signed by the state superintendent of public instruction.

*SECTION 2.—Registration of State Certificates and Normal School Diplomas.*

All state certificates and Normal School diplomas and certificates must be registered with the county superintendent of the county where the holder teaches, or with the clerk of the board of education, if the holder teaches in a city of the first or second class. The document is not valid as a certificate until it is registered according to law.

*SECTION 3.—Lapsing and Revocation of State Certificates.*

All state certificates and Normal School diplomas lapse as certificates if the holder is not engaged in school work for three consecutive years. In order to secure recognition for any year, at least fifteen weeks of school work must have been done in that year.

All documents of certificate value may be revoked by the body issuing the same, if cause exist for revocation.

*SECTION 4.—Renewal of Lapsed Certificates.*

The State Board of Education may renew lapsed life certificates and diplomas and Normal School diplomas upon evidence presented to the Board's satisfaction that the holder thereof is worthy of such renewal.

*SECTION 3.—Renewal of State Certificates.*

1. A three-year renewable state certificate may be renewed on the following conditions: At the expiration of the certificate, if the holder, in the judgment of the Board, has taught successfully two years out of the three, and has kept himself well informed in the general literature of his profession, the holder is then entitled to a life certificate. The application for renewal may be made within the period of six months before or six months after the date of the expiration.

2. When a holder of a three-year renewable certificate fails to make application for renewal of said certificate until after the time fixed by law for said renewal, the applicant will be required to pass the professional examination in order to secure a certificate, and then a second three-year renewable certificate will be granted.



## CHAPTER II.

## ACCREDITED COLLEGES.

*SECTION 1.—The Bases upon which Institutions may be Accredited.*

There are three laws which authorize the accrediting of institutions of learning. The provisions of these laws are summarized in this chapter.

1. *Professional-examination Course.*—Under the law of 1893, the four-year course of the State Normal School is made the basis. This privilege may extend to all institutions in the United States which the State Board accredits under the law.

The law requires such institutions to maintain a course of study as efficient as the four-year course of the State Normal School. The State Board is the judge of this condition. Schools accredited under this law must continue to maintain a course of study equal in efficiency to that of the State Normal School.

The applicant must be a graduate of the accredited school since its accrediting. He must present an official transcript of record, signed by the president of the school. Official form No. 115 is furnished to these applicants by the state superintendent.

If the applicant's transcript is approved, he is given credit on all subjects so completed that are required for a state certificate, except the five professional branches in which he must pass a satisfactory examination before the State Board.

When the requirements are met, the Board issues to the applicant a three-year renewable certificate, which may be the basis for a life certificate when the legal requirements have been met.

2. *The Arts Course.*—Under the law of 1899, the University of Kansas is made the basis. This privilege extends to institutions in Kansas only.

Institutions accredited under the law must maintain a department of education and maintain the same or equivalent requirements for admission to the freshman class as the University of Kansas, and require and maintain a regular four-year course thereafter for graduation, accredited as such by the State Board of Education.

Applicants must be graduates and must furnish a transcript of record, signed by the president of the college. Official form No. 116 will be furnished by the state superintendent. If the applicant's transcript is accepted, he will be granted a three-year renewable certificate without examination, which certificate may become the basis for a life certificate by his meeting the legal requirements.

3. *The Normal Practice-teaching Course.*—Under the law of 1899, the requirements of the State Board of Education for a state certificate are made the basis. Institutions accredited under this law must maintain a course of study which includes all the branches required by the State Board for a state certificate. In addition, the applicant must have given at least twenty weeks to practice teaching in the model school of the institution.

The applicant must be a graduate and must present a complete transcript of record, signed by the president of the school. Form No. 115 will be furnished by the state superintendent.

If the applicant's transcript is accepted, he will be issued a three-year non-renewable state certificate.

If the holder pass the professional examination prior to the expiration of this certificate, the State Board will issue a three-year renewable certificate.

*SECTION 2.—Regulations Pertaining to Accrediting of Colleges by the State Board of Education.*

1. Any institution of learning in the state desiring to be accredited by the Board shall submit a full outline of its course of study, together with a definite statement of the standard required for admission, of the amount of time given to each subject, of the scope of work and the text used in each, the amount of laboratory work required, and the proficiency demanded in final examination. If, in the judgment of a majority of the members of the Board, the course meets the requirements of the law under which credit is sought, the institution shall be placed upon the accredited list. All applications must be made on the official form. This form will be furnished by the state superintendent, upon application by the president of the school. The application must be complete, and must be accompanied by late catalogue of the school. In addition to the catalogue, fullest possible information should be given the Board as to the school's professional library and other equipment which bear especially upon the subject of teaching.

2. Graduates of such institutions shall be entitled to credits, upon the presentation of certificates as required by the Board, from the proper authorities, specifying the grades received on final examinations on subjects completed in course in said institutions.

3. Graduates of any four-year collegiate course of study in the State University or State Agricultural College, or of any approved four-year collegiate course in accredited institutions of learning, may be permitted to substitute subjects from said courses in place of the common branches, subject to the limitation that the State Board may require examinations in the common branches if the manuscript of the applicant in the professional branches warrants such requirement.

4. The examinations upon the professional subjects named in the law of 1893, and upon such other subjects required for the three-year certificate for which the candidate may be unable to present grades, may be taken at any time provided by the regulations of this Board.

5. Candidates who may be graduates of institutions of learning outside the state will be required to present similar information as hereinbefore required for institutions within the state concerning the institution whose grades they wish recognized.

*SECTION 3.—Certificates from Other States.*

The Board maintains reciprocal relations with many states on the indorsement of life certificates.



Information about the relation of any particular state may be obtained by addressing inquiry to the state superintendent.

Applicants for indorsement must file application on form No. 107, furnished by the state superintendent, and file the original certificate which they desire indorsed.

In case the certificate is accepted, a certificate of proper grade of the State Board will be issued to the applicant.

The State Board does not interpret these reciprocal relations to bind the Board to indorsement of all certificates from such states. Each case will be considered on its merits.

## CHAPTER III.

SUGGESTIONS REGARDING THE WORK IN COURSES APPROVED  
BY THE BOARD.*SECTION 1.—Arts Course.*

The law demands of the accredited colleges and universities entrance requirements equivalent to those of the University of Kansas, which are as follows:

The subjects from which entrance work may be offered, together with the number of units, are arranged in six groups, as follows; a total of fifteen units must be offered:

GROUP I, English.	{ English, four units.	{ Three units are required.
GROUP II, Mathematics.	{ Elementary algebra, one and one-half units. Plane geometry, one unit. Solid geometry one-half unit. Plane trigonometry, one-half unit. Advanced algebra, one-half unit.	{ The elementary algebra and plane geometry are required.
GROUP III, Foreign Languages.	{ Latin, four units. Greek, three units. German, three units. French, three units.	{ Of these, three units are required, which must be, first, in Latin, or, second, in German.
GROUP IV, Physical Sciences.	{ Physical geography, one unit. Physics, one unit. Chemistry, one unit.	{ One unit is required.
GROUP V, Biological Sciences.	{ Botany, one unit. Zoölogy, one unit. Physiology, one unit.	{ One unit is required.
GROUP VI, History.	{ Greek and Roman, one unit. Mediæval and modern, one unit. English, one unit. American, one unit. Economics, one unit.	{ One unit is required.

The requirements for the teachers' diploma of the University of Kansas are by law made the standard for the accredited colleges and universities. They are as follows:

NOTE 1.—At least one year of resident work in the University of Kansas is required of all candidates for degrees, whatever amount of college credit from other institutions may be offered.

NOTE 2.—Candidates for advanced standing submit detailed statements, with certificates in detail, showing the work done in other colleges or universities; certificates for entrance credits are also required. The application and certificates are acted upon by the faculty committee, who are authorized to give a general credit, or to recommend to heads of departments credits in specific subjects, for their approval.

1. *Degrees.* The teacher's diploma shall be given only to A. B., A. M. and Ph. D. graduates of the University of Kansas.

2. *Special Knowledge.* The completion of at least four terms (twenty hours) of college work in the subject or closely allied subjects that the candidate proposes to teach; the ultimate decision as to the candidate's proficiency to rest with the head of the department in which the major work is taken.

3. *Professional Knowledge.* The completion of two and one-half terms' (twelve and one-half hours) work in the department of education.

4. *Amount of Work Offered.* The candidate for the A. B. degree who is at the same time a candidate for the teacher's diploma shall be required to offer one term (five hours) of undergraduate work more than is required for the A. B. degree alone.

5. *Grade of Scholarship.* The teacher's diploma shall not be granted to graduates whose scholarship in the twenty-five terms' work offered for the degree and diploma does not average as high as eighty-five per cent.

The State Board of Education prescribes the following as standard courses of instruction in professional subjects for the accredited colleges and universities:

(1) History of education, not less than one semester, five days per week.

(2) Philosophy of education, not less than one-half semester, five days per week.

(3) School management and school law, not less than one semester, five days per week.

(4) Methods of instruction, not less than one-half semester, five days per week.

No substitutes or equivalents of the above-named courses may be offered in accredited colleges and universities without the specific consent and approval of this Board, previously granted.

Graduates of accredited colleges and universities applying for the state teacher's certificate under the law of 1899 shall be required to submit to the State Board of Education, on blank forms furnished by it, a detailed record showing the amount and kind of preparatory, collegiate and professional work completed, and that the requirements of law, as interpreted by the State Board of Education, have been complied with,

*The Board interprets the law to require that institutions asking to be accredited must establish and maintain a distinct department of pedagogy, filled by a teacher of eminent educational qualifications, secured through long experience in the schoolroom and through special pedagogical studies, or by a full college course which shall have included the pedagogical subjects which he is to teach.*

All professional work must be done in an institution accredited under the law of 1899, or else the examination must be taken in the five professional branches.

Those colleges whose courses have been approved are required to have at least 100 volumes of standard works in their pedagogical libraries.

The Board will recognize summer work in accredited colleges only when such work is done in a regularly organized term of not less than ten weeks and the teaching is done by the regular instructors; provided, that not more than three of the ten weeks' subjects be taken in any one summer term.

## SECTION 2.—Normal Practice-teaching Course, Law of 1899.

1. Institutions asking approval of their normal courses under the law of 1899 must maintain a course which shall include all the branches required by the State Board for a three-year certificate. This requirement will be found below. In addition to the prescribed course the applicant must do twenty weeks' practice teaching, under the head of the pedagogical department. *Practice teaching referred to must not include any teaching for which pay is received.*

2. The interpretation by the Board of the term "practice teaching," as contained in the law (Laws of 1899, chapter 179, section 3), is, that it means actual model-school work as given at the State Normal School, and that it requires the establishment of model schools, connected entirely with the institutions accredited. Students under seventeen years of age are not eligible to practice-teaching in the State Normal School. The teaching of a few classes in the preparatory department will not be accepted. A model school, in the full sense of the term only, will be accepted for this requirement.

3. Certificates granted to graduates of normal courses of accredited institutions under the law of 1899 are not renewable. The Board, however, may grant three-year renewable certificates to the holders of such certificates, at their expiration, upon examination in the five professional branches.

4. Not less than two years resident work will be approved by the Board.

5. Standards of work equivalent to those of the State Normal School should be maintained in this course.

## REQUIREMENTS OF STATE BOARD FOR A STATE CERTIFICATE.

The following branches are prescribed for a state certificate and form the basis of the course of study for the normal practice-teaching course.

The quantity and quality of work done, requirements for admission and resident work are the same as required for the professional examination course.

To be entitled to a three-year renewable certificate, the candidate—

1. Must pass a satisfactory examination in the following branches:

1. *English*.—Spelling, reading, penmanship, composition and grammar, including the structure of words, rhetoric, and literature.
2. *Mathematics*.—Arithmetic, bookkeeping, algebra, and plane and solid geometry.
3. *Geography*.—Physical and political.
4. *History*.—United States history, general history, and civil government, including the government and history of Kansas.
5. *Physiology*.
6. *Physics*.
7. *Botany*.
8. *Zoology*.
9. *Drawing*.
10. *Music*.
11. *Psychology*.
12. *Professional Subjects*.—Philosophy of education, history of education, school law, school management, and methods of instruction.

2. Must have taught one year.

3. Must produce satisfactory testimonials from reputable persons in regard to temper, manners, moral character, and professional standing.



4. A candidate for the three-year certificate may substitute for any two of the branches numbered 8, 9, and 10 (previously mentioned), any two of the following branches required for the diploma: Political economy, chemistry, Latin.

5. At the expiration of this certificate the holder will be granted a life certificate, upon furnishing satisfactory evidence of having met the requirements for renewal.

*SECTION 3.—The Professional-examination Course, Law of 1893.*

Colleges accredited under the law of 1893, whose graduates are admitted to examination in the professional branches by the State Board of Education, are subject to the following requirements:

1. The texts to be used in all of the subjects embraced in the course are to be those approved by the State Board of Education, or those generally recognized as their equivalent.

2. The laboratory work in all appropriate subjects should be done largely by students themselves, and should be in full keeping with the spirit of modern laboratory instruction.

3. While the text-books furnish a general outline or basis for the work in each subject, all of it should be accompanied with supplementary reading in the library in such a way as to awaken and insure constant freedom of investigation and independence of thought. It would be a great mistake for any teacher to imagine that all the work which the Board would like done is to be found in the limits of any text-book. All the resources of the laboratories and the libraries provided, as well as of the world outside, should be utilized.

4. In conference with the representatives of several institutions interested at the time these regulations were finally adopted, it was agreed that the *regular college preparatory classes wholly completing subjects should not be considered to meet the requirements of the law, and that independent classes, keeping constantly in view the elaboration of general principles, and their application to practical work in the schoolroom, should be organized for the normal course; that they should continue for the time mentioned in the course submitted to the State Board for approval, and that every effort should be made to make the work comprehensive enough to prepare the students thoroughly for teaching the common branches, as well as the other subjects embraced in the course.* It was further agreed that the classes throughout the course should be taught by the regular college professor in charge of those subjects, and not by the student assistants nor inexperienced tutors.

5. Each subject in the normal course found also in the regular collegiate department is to be taught by the regular professor in charge; and if independent classes are formed, they are to cover the same ground, and be taught as thoroughly and efficiently as the regular collegiate classes.

6. Permanent records of the work of each student are to be kept, giving a full history of his entrance and course until graduation.

7. From the educational standpoint, the Board naturally regards the professional subjects to be of even greater importance than the academic, and expects that teachers thoroughly prepared to give instruction in them will

be provided in every institution whose course it approves. If this movement is to accomplish much for the schools of our state, it must be through a somewhat exhaustive and liberal study of every phase of educational theory and practice.

8. Special attention is called to the details of section 3 of the law of 1893, and an earnest appeal is made to the institutions interested to join most heartily in carrying out the regulations of the Board and in maintaining a high standard for the state certificate. Schools accredited under this law should acquaint themselves with every requirement of the law. The full text of the law will be found in this pamphlet.

#### *SECTION 4.—State Normal School Requirements.*

Following is the statement of the State Normal School entrance requirements, basis of credits, and course of study;

##### **I. ENTRANCE REQUIREMENTS.**

1. Students presenting common-school diplomas implying completion of eighth-grade work are required to make a record in ten weeks' classes in the following preparatory subjects before being admitted to the work in corresponding subjects in the normal department: Algebra, arithmetic, bookkeeping, civil government, political geography, physical geography, grammar, Kansas history, United States history, literature, penmanship, physiology, reading, and spelling. Ten weeks (one hour each week) are also required in parliamentary law. The work in the following preparatory subjects, designated as the "required subjects," is to be completed before any work is taken in the normal department: Arithmetic, reading, political geography, grammar, United States history, writing, and spelling.

2. Students holding third-grade certificates are subject to the same requirements as those presenting common-school diplomas, except that exceptionally high grades in any subject, accompanied by evidence of teaching experience, may be a basis for credit in any preparatory subject.

3. Students holding certificates above the third grade are admitted to the normal department without condition on subjects in which the certificate grade reaches eighty, except that holders of second-grade certificates must complete the record in preparatory bookkeeping and literature.

4. Graduates of approved high schools or of other schools of equivalent or advanced grade are admitted without examination.

5. Students not meeting the above conditions may be admitted to normal classes by examination in the "required subjects." The minimum grade for passing is eighty per cent.

##### **II. ADVANCED CREDITS.**

1. Holders of first-grade or professional certificates may receive half credit in elocution and are admitted to methods classes in arithmetic, grammar, United States history, and geography, completing these subjects in five weeks, reciting daily, or in twenty weeks, one hour per week, provided their certificate grades on these subjects are at least ninety per cent.

2. Graduates of high schools whose diplomas admit to the freshman class of the State University are given from one to two years' credit on the normal course, the amount of credit varying according to the subjects



taken and the degree of proficiency indicated in the record of the student. In general, the credits given in high-school subjects are such as to require ten weeks as the minimum work in the following subjects in the normal course: Algebra, botany, general history, bookkeeping and penmanship (combined), rhetoric, literature, physics, physiology, zoölogy, chemistry, geology. Geometry may be given full credit if both plane and solid have been taken. In Latin and German, the minimum work required of high-school graduates is twenty weeks, though three or five years of high-school work has been taken. High-school graduates whose courses have included a review of the common branches (taken in ninth grade or above, with texts supplementary to those used in the grade) may complete arithmetic, elocution, geography, grammar and American history in ten weeks each, instead of the required twenty of the normal course.

3. Graduates of high schools not reaching the University standard or students having partially completed high-school courses may be admitted to the normal department, subject to conditions in the branches required for admission not appearing in their record, and only such advanced credits will be given them as appear on individual showing to be justified by their record in the subjects they have pursued.

### III. COURSE OF STUDY.

Following is the four-year course designated as the life-certificate course of study in the State Normal School, at Emporia. Subjects printed in small capitals are elective; all others are required. Subjects followed by the star are ten weeks's subjects; all others are twenty.

#### LIFE-CERTIFICATE COURSE OF STUDY.

The Arabic numerals to the right of numbered subjects indicate subjects that must be previously completed. Roman numerals in parenthesis indicate terms to be previously completed. These numerals all refer to the catalogue of the Normal School.

#### FIRST YEAR.

##### I.

1. Arithmetic.
2. Drawing.
3. Elocution.
4. Geography, Phys. and Polit.
5. Declamation.

##### II.

6. Algebra (1).
7. Botany (2).
8. English.
9. General History.
10. Orthography.

#### SECOND YEAR.

##### III.

11. Bookkeeping and Penmanship\* (1).
12. Rhetoric (8).
13. School Law and Management.
14. Parliamentary Law, American History and Constitution (9).
15. Vocal Music.\*
16. Orthoepey (10).

##### IV.

17. Geometry (6).
  18. Literature (12).
  19. Methods\* (22).
  20. Physics.\*
  21. Physiology.\*
  22. Psychology\* (13).
  23. Essay (5, 8).
- Methods, Common Subjects.

## THIRD YEAR.

## V (I, II).

24. Algebra \* (6).
25. ORATORY.
26. Physics \* (20).
27. PRIMARY METHODS.\*
28. VOCAL MUSIC \* (15).
29. Zoölogy (21).
30. Etymology (16).

## VI (I, II, III).

31. CHEMISTRY (20).
32. Psychology (22).
33. HISTORY OF ART.\*
34. Teaching (19).
35. TRIGONOMETRY\* (24).
36. Oration (23).

## FOURTH YEAR.

## VII (I, II, III, IV).

37. GEOLOGY (29).
38. History of Education.
39. Literary Criticism.\*
40. PHYSIOLOGY.\*
41. Political Economy.\*
42. SURVEYING \* (35).
43. Theme.

## VIII (III, IV, V).

44. ASTRONOMY.\*
45. CHILD STUDY.\*
46. KINDERGARTEN METHODS.\*
47. LIBRARY MANAGEMENT.\*
48. Philosophy of Education.\*
49. Physical Training.\*
50. Teaching.

Electives: For the subjects designated above as elective (160 weeks), not more than 120 weeks from the following substitutions may be made:

1. Latin or German, provided that not less than eighty weeks of either language can be counted, and that both Latin and German cannot be counted.
2. Eighty weeks of manual training, including manual-training drawing, clay-modeling, woodwork, and wood-carving, twenty weeks each.
3. Eighty weeks of commercial work in advance of that regularly required in the normal course. This includes shorthand, typewriting, advanced bookkeeping, and commercial law.
4. Chemistry, twenty weeks, and geology, twenty weeks, in addition to that listed as an elective in the course.

*SECTION 5.—Professional Branches.*

For the information of all interested, short outlines of the work desired in each of the professional subjects are herewith submitted. The merest outline is presented in each case, with the thought of giving the greatest possible freedom consistent with the spirit of the law and the ends which the Board of Education has in view. A thorough acquaintance with psychology is essential to the successful prosecution of any of the professional subjects. In addition to the books listed, the reports of the National Bureau of Education, the transactions of the National Educational Association and the great educational and literary periodicals will be found invaluable.

## HISTORY OF EDUCATION.

## TWENTY WEEKS.

Antecedent work is required in general history, and the work for its best results should have as broad a basis as possible in a knowledge of philosophic and religious systems and the political and social forces that have affected the history of thought and determined the stages in institutional and individual evolution in race history. It is not so much an accumulation of facts as a study of relations; an attempt to trace, so as to observe its historic continuity, the intellectual life of the race.

The work is presented by topical outline, questions, lectures, and copious library references, the aim being to give a comprehensive view of the scope

of subject and to furnish a general introduction to pedagogic literature and the study of educational theory from its historic aspects. The specific topics included in the study are: Pre-Christian systems, especially Greek and Roman, with particular reference to their relation to the development of the medieval and modern school; the transition from pagan to Christian education; modern education since the renaissance, educational reformers and innovators; the development of modern school systems, particularly German, French, and English; detailed study of education in the United States.

From a list of about 500 volumes placed upon the reserve shelves of the library during each term, the following works for reading and reference are suggested as covering very satisfactorily the more important phases of the work. In addition to these, particularly on American education, the most valuable source book is Barnard's *Journal of Education*, and valuable reference work is found in the Reports of the Commissioner of Education, the Proceedings of the National Educational Association, *Education*, the *Educational Review*, and other periodicals. As an extended bibliography, Cubberley's *Syllabus* is most suggestive as a practical guide for class work, arranged with direct reference to the work that may reasonably be accomplished in the time suggested. The "Outline Studies in the History of Education," by Arvin S. Olin (revised edition, published by the author, Lawrence, 1906), is an excellent working manual.

Boone.....	History of Education in the United States....	Appleton.
Bowen.....	Froebel and Education through Self-activity..	Scribner.
Brown .....	The Making of the Middle Schools.....	Longmans.
Browning.....	Introduction to Educational Theories.....	Kellogg.
Cadet.....	Port Royal Education.....	Scribner.
Compayre .....	Abelard and the Origin and Early History of Universities..	Scribner.
Cubberley .....	Syllabus of Lectures on the History of Education.....	Macmillan.
Davidson.....	Aristotle and the Ancient Educational Ideals..	Scribner.
Davidson.....	The Education of the Greek People .....	Appleton.
Davidson.....	Rousseau and Education According to Nature..	Scribner.
De Garmo .....	Herbart and the Herbartians.....	Scribner.
Dexter.....	History of Education in the United States....	Macmillan.
Draper .....	The Intellectual Development of Europe. ....	Harper.
Froude.....	Life and Letters of Erasmus.....	Scribner.
Guimps.....	Pestalozzi, his Aims and Work.....	Bardeen.
Hinsdale .....	Horace Mann and the Common-school Revival in the United States.....	Scribner.
Hughes.....	Loyola, and the Educational System of the Jesuits.....	Scribner.
Laurie.....	Educational Opinion from the Renaissance...	Macmillan.
Laurie.....	Historical Survey of Pre-Christian Education,	Longmans.
Laurie.....	John Amos Comenius .....	Bardeen.
Laurie .....	Rise and Constitution of the Early Universities,	Appleton.
Mahaffy .....	Old Greek Education.....	Harper.
Martin.....	The Evolution of the Massachusetts Public-school System. ....	Appleton.
Monroe.....	Comenius and the Beginnings of Educational Reform .....	Scribner.
Monroe.....	Source-book for the History of Education for the Greek and Roman Period.....	Macmillan.
Monroe.....	Text-book in the History of Education.....	Macmillan.
Mullinger.....	The Schools of Charles the Great.....	Longmans.
Munroe.....	The Educational Ideal.....	Heath.
Painter.....	Luther on Education.....	Lutheran.

Paulsen .....	The German Universities.....	Macmillan.
Pinloche.....	Pestalozzi and the Modern Elementary School.....	Scribner.
Prince .....	Methods of Instruction and Organization in the Schools of Germany .....	Lee.
Putnam .....	Books and their Makers During the Middle Ages.....	Putnam.
Quick.....	Essays on Educational Reformers .....	Appleton.
Russell.....	German Higher Schools.....	Longmans.
Schaff .....	The Renaissance .....	Putnam.
Scaife.....	Florentine Life During the Renaissance.....	Johns Hopkins.
Seeley .....	The Common-school System of Germany.....	Kellogg.
Sharpless.....	English Education.. ..	Appleton.
Taylor.....	Ancient Ideals.....	Macmillan.
West.....	Alcuin, and the Rise of the Christian Schools..	Scribner.

## PHILOSOPHY OF EDUCATION.

## TEN WEEKS.

This subject is the capsheaf of the professional work. It cannot be taken to the best advantage without a thorough knowledge of psychology as a foundation. In education, as elsewhere, science must precede philosophy. Many indeed would question whether there be a real philosophy of education, holding that, as yet, education is not even scientific in most of its phases, and that a true philosophy of education is therefore impossible. Whatever the truth in the matter, the student should hold to a course that will give him a wide range of educational facts, and should seek an open-mindedness towards truth that will in the end insure broad views of the question. In other words, he should not be too hasty in applying the foot-rule of a particular philosophical system to education in any other than a tentative fashion, for it is a well-known fact that too early formulation of immature ideas into a system is often a misfortune, causing a satisfied mind to arrest its growth.

Notwithstanding the above caution, however, this subject should be preceded also by a course in the history of philosophy, to give in perspective a view of the development of thought on its highest level, and especially to bring the student into contact with the great problems concerning God, the world and man which have attracted the race in all ages. With the last of these, with which this course has to do, philosophy raises the questions of his origin, nature, and destiny, and to each of them the answer comes not alone from philosophy, but also from direct study of the child and his nature.

1. *The Social Phase of Education.*—Let it be held in mind that education does not deal with an abstract child, an average, a class or a type, but with individual children. With all due emphasis on individuality, however, it must be recognized that the child is not an isolated, but a social, being, with a social inheritance and outlook.

2. *The Biological Phase.*—Magnify the relation of the child to the world of nature. The past half-century has shown the value of the developmental idea. In education and in every phase of life it has proved the master-key.

3. *The Physiological Phase.*—The close connection between body and mind compels education to take note of physical development in relation to mental. Here come in the science of physiology, hygiene, manual training, athletics, gymnastics, etc.

4. *The Psychological Phase.*—The nature of mind and the laws of its



development are to be sought. This knowledge will give us our principles of education and will determine our methods. Education must concern itself, however, with more than the intellectual side of mind. Psychology is coming late to the view that the old, deep-seated instinct feelings are of paramount importance in the child life as the channels of mental heredity and as the sources of interests to be made large use of as they arise.

5. *The Philosophy of Education.* This preliminary work done, the student may properly seek a synthesis of results not possible before.

Broadly speaking, education is a world process. The child is the product of all that has gone before, "the heir of all the ages."

In the narrow sense, education is always a matter of personal development, aided by the total social environment, but chiefly, as it appears in the influences of home, school, community, and church life.

The following authorities will aid in covering the field:

Bain.....	Education as a Science.....	Appleton.
Butler.....	The Meaning of Education.....	Macmillan.
De Garmo .....	Interest and Education.....	Macmillan.
Dewey .....	The School and Society.....	McClure.
Donaldson .....	The Growth of the Brain.....	Scribner.
Dutton .....	Social Phases of Education.....	Macmillan.
Eliot.....	Educational Reform.....	Century.
Hall .....	Adolescence, its Psychology, etc. ....	Appleton.
Hanus .....	Educational Aims .....	Macmillan.
Harris.....	Psychologic Foundations of Education.....	Appleton.
Herbart.....	The Science of Education.....	Heath.
Horne.....	The Philosophy of Education..	Macmillan.
James.....	Talks to Teachers .....	Holt.
Laurie.....	Institutes of Education.....	Macmillan.
Palmer.....	The New Education.....	Little.
Royce.....	Is There a Science of Education ?.....	Ed. Rev., vol. 1.
Spencer.....	Education .....	Burt.

#### SCHOOL LAW.

This subject should be studied not merely for the purpose of determining the facts of law, but also for obtaining a knowledge of the conditions making present laws necessary or desirable. This requires a historical as well as a technical study of many of the topics. The historical development of the state system in educational organization should be considered, and a study of the Kansas school plan—the schools composing it, their relations to each other and to the whole—as a type of this system should be made. Attention should be given to the origin of public funds for the various schools, the history of the growth of the funds, the relative size of the funds in Kansas and other states, and the various methods of distributing the earnings of the funds. The nature and extent of taxes for school purposes, the disposition of school-lands and the issuing of school-district bonds should all receive careful consideration. The supervision and control of the schools on the part of the state, the counties, and the individual districts—the various officers concerned and the functions of each—are matters that demand special treatment. The laws governing the organization of schools in cities of the first and second classes should be studied. The various certificate laws—state, county, and city—the requirements for certificates and the privileges carried should have careful treatment. A study should be made of the compulsory-education law and the juvenile-court law, together with a considera-

tion of the attention given such laws in other states. While the primary object sought should be a knowledge of the Kansas laws, these can be better understood by a comparison with laws prevailing in other states.

The following books are suggested as texts and references:

- Adams's Free Schools of the United States.
- Blackmar's State and Federal Aid to Higher Education.
- Boone's Education in the United States.
- Burke's Law of Public Schools.
- Cubberley's School Funds and their Apportionment.
- Fellow's School Supervision and Maintenance.
- General Statutes and Session Laws of Kansas.
- Kansas School Laws, latest edition.
- MacDonald's Columbian History of Education in Kansas.
- Reports of State Auditor and Superintendent of Public Instruction.
- Reports of United States Commissioner of Education.
- School Laws and Reports of Superintendents of Public Instruction of other States.
- Taylor's Public-school Law of the United States.
- Year-books and Catalogues of the State University, Normal Schools, and State Agricultural College.

#### GENERAL METHODS.

The work is included principally under the following topics:

1. Psychology and its relation to the art of teaching.
2. Physical education.
3. Instincts and capacities.
4. Self-activity.
5. Apperception.
6. Interests.
7. Individual differences.
8. Attention.
9. Principles of association; habit formation, memory, correlation, imitation, suggestion.
10. Principles of analysis.
11. Reasoning; inductive and deductive methods of teaching.
12. The formal steps in teaching.
13. Moral training.
14. Responses of feeling.
15. Motor expression.
16. Motor education.
17. Special training.

Practical application of methods in the common branches is given in the training-school.

The following texts and references are used:

- Thorndike, Principles of Teaching.
- W. James, Talks to Teachers on Psychology.
- McMurry, Method of a Recitation.
- McCunn, The Making of Character.
- J. Adams, Herbartian Psychology Applied to Education.
- E. A. Kirkpatrick, The Fundamentals of Child Study.



H. Spencer, Education; Intellectual, Moral, Physical.  
De Garmo, The Essentials of Method.  
De Garmo, Interest and Education.  
J. Dewey, School and Society.

#### SCHOOL MANAGEMENT.

Because of the very nature of this subject, it is impossible for any book to give a treatment of the topics that should be considered in a course for college students. The work should include a study of present-day problems incident to school organization and management rather than the proverbial text-book discussion of general matters. This does not mean that many of the works on school management are not valuable—in fact, a knowledge of the subject as treated in a good text-book is presupposed—but rather that they are, of necessity, incomplete. The best of them need to be supplemented by current educational periodicals and other magazines, newspaper reports and discussions, state and national reports, and a direct study of conditions prevailing in our schools. This renders necessary a good working library as well as extensive magazine list. In fact, it may well be questioned if satisfactory work can be done without both of these. In addition to the general class work, it is recommended that students be assigned topics for individual investigation and report.

The following topics are suggested as showing the scope and character of the work required:

1. *The People and the Schools.*—Democratic character of the schools: rights and responsibilities of the people with regard to support and control; disadvantages of the district plan of support and control; consolidation of schools. The school and the community: means of securing cooperation of the patrons in the work of the school; the school as a social and as a culture center. Teachers' pensions.

2. *School Organization and Control.*—External relations: place in community life; the course of study—matters determining; schools to meet special needs—night schools, vacation schools, industrial and trades schools. Internal relations: the school program—matters determining, order of subjects, lessening number of classes; opening exercises; government and discipline—rules and regulations, school self-government, special means of dealing with truants and incorrigibles; the classroom—objects of the recitation, controlling the classes, making up recitations; graded *versus* individual systems; tests and examinations; promotions; records and reports; marking systems; agencies for extending school influences—athletics, school societies, school gardens, school savings-banks.

3. *Material Appliances in School Economy.*—School grounds: location, size, and shape; use made of grounds; playgrounds—location, equipment, and control. School buildings: material used in construction; exterior appearance; interior arrangement; lighting, heating, and ventilation; school decoration. Books and libraries: means of obtaining; permanent, circulating and home-made libraries; selection and care of books; text-books—uniform, open lists, and free.

4. *Administration and Supervision.*—Boards of education: composition of boards; methods of selecting; functions; present-day tendencies. The superintendent: relations to board of education; functions; means and meth-

ods employed; distribution of supervising power; special problems of administration.

In addition to the periodicals mentioned above, the following works are recommended :

Blackmar's Federal and State Aid to Higher Education.

Boone's Education in the United States.

Brown's Making of the Middle Schools.

Butler's Education in the United States (two volumes).

Butler's Meaning of Education.

Burrage and Bailey's School Sanitation and Decoration.

Chancellor's Our Schools: their Administration and Supervision.

Cubberley's School Funds and their Apportionment.

Dutton's School Management.

Dutton's Social Phases of Education.

General works on School Management and School Economy.

Hanus's A Modern School.

Howland's Practical Hints for Teachers.

Kotelmann's School Hygiene.

Morrison's Ventilation of School Buildings.

National Educational Association Proceedings.

Newsholm's School Hygiene.

Pickard's School Supervision.

Rice's Public School Systems of the United States.

Roark's Economy in Education.

Rowe's Lighting of School Rooms.

Search's An Ideal School.

Shoup's History and Science of Education.

Tompkins's Philosophy of School Management.

United States Commissioner of Education Reports.

## CHAPTER IV.

### STATE EXAMINATIONS.

#### *SECTION 1.—Time and Place of Holding.*

1. State examinations will be held the last complete week in August, at Topeka, Lawrence, Manhattan, Emporia, and Pittsburg, and at such other places as may be approved by the State Board, providing six or more applicants notify the state superintendent, through the county superintendent, prior to July 1, of their desire to take the examination at that place.

2. An examination in manual training and domestic science will be offered on the last Thursday of May and the Friday following, and on the first Thursday of August and the Friday following, respectively, at Lawrence, Manhattan, Emporia, and Pittsburg. Applicants for industrial certificates must be holders of some grade of valid Kansas teacher's certificate. Those who are not so provided should write on the county examination questions prior to this examination.

3. The above examination will invariably be conducted under the supervision of some member of the State Board.

4. Examinations in the professional subjects will be held at the accredited colleges of the state on the third Wednesday and Thursday of May in each year, following the program for Friday and Saturday of the August examination, provided these colleges make request for the examination prior to April 1. This examination is exclusively for *graduates* or *seniors* of the current year of accredited schools. Students of lower rank will not be admitted to this examination. Applicants for certificates by complete examination will be examined in August only. Applicants from accredited schools who are required to take the professional examination only may take the May or August examination.

5. To be entitled to enter the state examination, for an entire or partial examination, the applicant must file his application with the state superintendent and receive the Board's permit (form 110-A). It will be sent, upon application, by the state superintendent. Applications for the May examination should be filed not later than April 1, and for the August examination not later than July 1. No person will be admitted to the examination unless he presents the Board's official permit (form 110-B).

6. There is no examination fee charged by the Board, except applicants for industrial certificates will be required to pay for material used in the laboratory work.

#### *SECTION 2.—Requirements for State Certificates by Examination.*

To be entitled to a three-year renewable certificate, the candidate—

1. Must pass a satisfactory examination in the following branches:

1. *English*.—Spelling, reading, penmanship, composition and grammar, including the structure of words, rhetoric, and literature.

2. *Mathematics*.—Arithmetic, bookkeeping, algebra, and plane and solid geometry.
  3. *Geography*.—Physical and political.
  4. *History*.—United States history, general history, and civil government, including the government and history of Kansas.
  5. *Physiology*.
  6. *Physics*.
  7. *Botany*.
  8. *Zoology*.
  9. *Drawing*.
  10. *Music*.
  11. *Psychology*.
  12. *Professional Subjects*.—Philosophy of education, history of education, school law, school management, and methods of instruction.
2. Must have taught one year.
  3. Must produce satisfactory testimonials from reputable persons in regard to temper, manners, moral character, and professional standing.
  4. A candidate for the three-year certificate may substitute for any two of the branches numbered 8, 9, and 10 (previously mentioned), any two of the following branches required for the diploma: Political economy, chemistry, Latin.
  5. At the expiration of this certificate the holder will be granted a life certificate, upon furnishing satisfactory evidence of having taught successfully at least two years out of the three.

#### QUALIFICATIONS FOR STATE DIPLOMA.

To be entitled to a state diploma on examination, the candidate—

1. Must pass a satisfactory examination in all the branches required for a three-year certificate, together with geology, political economy, and Latin. German or French may be substituted for Latin.
2. Must have taught five years, two of which must have been in the state of Kansas.
3. Must present testimonials as required of the candidates for certificates.

#### SECTION 3.—Requirements for Industrial Certificates.

1. Industrial certificates may be granted on examination or on credentials which are satisfactory to the Board.
2. Applications must be filed on the official blank, which the state superintendent will furnish upon request (form 103-A).
3. Two grades of manual-training certificates will be issued: (a) A certificate to teach manual training in the grades, which certificate shall include ability to teach both theory and laboratory work in clay-modeling, cardboard work, elementary carving, and sloyd. (b) A certificate to teach manual training in high schools, which certificate shall include, in addition to what is required for a certificate to teach manual training in the grades, ability to teach both theory and laboratory work in mechanical drawing, advanced carving, joinery, and wood-turning.
4. Domestic-science certificates are of one grade, and shall show ability to teach sewing and cooking in grades and high school.
5. On examination an average of eighty-five per cent. with no grade below seventy per cent. will be required for an industrial certificate.



6. The first issue of industrial certificates shall be for one year. Renewals may be for two years, provided the holder has taught successfully on the first certificate; otherwise a renewal may be for one year.

#### SECTION 4.—Rules for State Examinations.

The attention of candidates is invited to the following rules :

1. The examination questions in each branch will be given to candidates at the beginning of the time allotted to the examination in that branch, and at the expiration of that time the written answers will be collected.

2. During the examination the candidates shall be seated as far apart as possible, and they will not be allowed to communicate with one another.

3. Answers should be brief, but must be complete in logical exposition and in grammatical structure. The answers in mathematics must show the *process* as well as the *result* in each case.

4. In grading candidates, due weight will be given to the character of manuscripts in regard to *penmanship* and *neatness of arrangement of answers*.

5. The standing of candidates in *spelling*, *composition* and *penmanship* will be determined in part by the character of their respective manuscripts.

6. One hundred per centum will denote perfection.

7. An average standing of eighty-five per centum, with not less than seventy in any topic, will be required for a certificate. An average standing of eighty-five per centum, with not less than seventy in any topic will be required for a state diploma. Grades of the required average (eighty-five per centum) may be carried for two years.

8. Candidates are required to write with ink, upon legal-cap paper of standard size, and deliver the same unfolded. Candidates must furnish their supplies—paper, pen, ink, erasers, pencils, etc.

9. The examination in advanced subjects will comprehend the matter embraced in text-books used in the collegiate departments of first-class colleges.

10. These certificates and diplomas supersede the necessity of any and all other examinations of the persons holding them by county, city or local boards of examiners, and are valid in any county, city, town or school district in the State for the term of years therein set forth.

#### SECTION 5.—Program for Examinations.

FOURTH MONDAY OF AUGUST ANNUALLY.

*Afternoon Session.*

1:00 P. M. to 2:00 P. M.—Formal application for certificate or diploma, with testimonials.

2:00 P. M. to 3:00 P. M.—Orthoepy and Orthography, including the analysis, derivation and structure of words.

3:00 P. M. to 5:00 P. M.—English Grammar and Composition.

5:00 P. M. to 6:00 P. M.—Reading.

*Manual of the*

## TUESDAY.

*Forenoon Session.*

8:00 A. M. to 9:00 A. M.—United States History.

9:00 A. M. to 9:30 A. M.—Penmanship.

9:30 A. M. to 12:00 M. —Arithmetic.

*Afternoon Session.*

1:30 P. M. to 3:00 P. M.—Bookkeeping.

3:00 P. M. to 4:30 P. M.—Political and Physical Geography.

4:30 P. M. to 6:00 P. M.—Geology.

## WEDNESDAY.

*Forenoon Session.*

8:00 A. M. to 10:00 A. M.—Algebra.

10:00 A. M. to 11:00 A. M.—Industrial Drawing.

11:00 A. M. to 12:00 M. —Zoölogy.

*Afternoon Session.*

1:30 P. M. to 3:00 P. M.—Physiology.

3:00 P. M. to 4:30 P. M.—Physics.

4:30 P. M. to 6:00 P. M.—Botany.

## THURSDAY.

*Forenoon Session.*

8:00 A. M. to 9:00 A. M.—Constitution.

9:00 A. M. to 10:00 A. M.—Literature.

10:00 A. M. to 12:00 M. —Mental Science.

*Afternoon Session.*

1:30 P. M. to 3:30 P. M.—General History.

3:30 P. M. to 5:00 P. M.—Geometry.

5:00 P. M. to 6:00 P. M.—Chemistry.

## FRIDAY.

*Forenoon Session.*

8:00 A. M. to 10:00 A. M.—History of Education.

10:00 A. M. to 11:00 A. M.—Kansas History.

11:00 A. M. to 12:00 M. —School Law.

*Afternoon Session.*

1:30 P. M. to 3:30 P. M.—School Management.

3:30 P. M. to 6:00 P. M.—Methods of Instruction.

At the May professional examination, Wednesday to follow the Friday program given above, except Kansas history; Thursday to follow the Saturday program given above.

*Program of Industrial Examination.*

## THURSDAY.

*Forenoon Session.*

Written Examination—Manual Training.

*Afternoon Session.*

Laboratory Work—Manual Training.

## FRIDAY.

*Forenoon Session.*

Written Examination—Domestic Science and Domestic Art.

*Afternoon Session.*

Laboratory Work—Domestic Science and Domestic Art.



## CHAPTER V.

### INSTITUTE CERTIFICATES.

#### *SECTION 1.—Qualifications and Requirements.*

##### REQUIREMENTS OF INSTRUCTOR.

1. He shall have attained the age of twenty-five.
2. He shall have taught five years successfully.
3. He shall be the holder of a state certificate or a life diploma granted by the State Board of Education or the State Normal School, or shall furnish satisfactory evidence of having instructed successfully in one normal institute in Kansas, or shall be a person whose professional fitness for institute work is such as entitles him to special recognition by the State Board of Education.
4. He shall furnish satisfactory evidence of good moral character.
5. The first certificate shall be granted for one year.
6. Persons holding an instructor's certificate issued by the Board, and having instructed successfully in one normal institute in Kansas, may be granted a certificate good for three years.

##### REQUIREMENTS OF CONDUCTOR.

1. He shall have attained the age of twenty-eight.
2. He shall have taught seven years successfully.
3. He shall furnish satisfactory evidence of having instructed successfully under certificate issued by the State Board of Education in three normal institutes, not more than two of which shall have been in one year; provided, that the Board may waive this rule in the case of applicants of high professional standing and long experience in educational work.
4. He shall furnish satisfactory evidence of good moral character.
5. The first certificate shall be granted for one year.
6. Persons holding a conductor's certificate issued by the Board, and having conducted successfully one normal institute in Kansas, may be granted a certificate good for five years.

##### SPECIAL.

1. The Board must be satisfied as to the special qualifications of applicant.
2. This certificate is valid for one year.
3. This certificate must not be used for authority to teach other branches than those named in the certificate.

#### *SECTION 2.—Institute Certificates May Become Void.*

Certificates of institute instructors and conductors shall, even though their limit has not expired, become void if three consecutive years have elapsed without as much as fifteen weeks of school work in each year.

The following resolution was passed relating to applicants for institute certificates:

“The Board has deemed best to establish certain general qualifications for applicants for institute certificates and to publish the same for information of the applicants. The Board, however, reserves, without qualification, the right and power to determine the fitness of an applicant to receive an institute certificate. The judgment of the applicant that he meets the requirements of the Board is not deemed sufficient reason for the Board’s taking favorable action upon his application.”

## CHAPTER VI.

## LAWS.

SECTION 1.—*Accredited Colleges.*

AN ACT amending sections 7 and 9 of article 6, chapter 122, Laws of 1876, entitled "An act for the support and regulation of common schools," and providing for the acceptance of certain grades from certain institutions of learning by the State Board of Education.

*Be it enacted by the Legislature of the State of Kansas:*

1. There shall be a State Board of Education consisting of the state superintendent of public instruction, the chancellor of the State University, the president of the State Agricultural College, the president of the State Normal School, and three others to be appointed by the governor by and with the advice and consent of the senate, selected from among those engaged in school work in the schools of the state. The three thus appointed by the governor shall hold their office for a term of two years, or until their successors are duly appointed and qualified. The State Board of Education thus constituted are hereby authorized and empowered to issue state diplomas to such professional teachers as may be found, upon a critical examination, to possess the requisite scholarship and culture and who may also exhibit satisfactory evidence of unexceptionable moral character, and of eminent professional experience and ability, and who have taught for two years in the state. All such diplomas shall be countersigned by the state superintendent of public instruction, and shall supersede the necessity of any and all other examinations of the person holding the same by county, city or local boards of examiners, and such diplomas shall be valid in any county, city, town or school district in the state during the lifetime of the holder, unless revoked by the State Board of Education. (School Laws 1905, § 33.)

2. The State Board of Education shall meet at such times and places as by them may be deemed necessary and transact such business as may legally come before them, and examine all applicants who may present themselves for such examination; and, if satisfied with the scholarship, culture and moral character of the applicant, and with his professional attainments and experience, said Board shall issue a state diploma or certificate, as the case may be, in accordance with such examination and the provisions of the law. The State Board shall prescribe a course of study for the normal institutes and for the public schools of the state, and shall revise the same when the interests of the schools require it; provided, that the course of study for elementary schools shall include all studies required by chapter 435 of the Session Laws of 1903 and section 6235 of the General Statutes of 1901. The auditor of state is hereby authorized to issue warrants upon the state treasurer against any funds not otherwise appropriated for the actual expenses of the members of the said Board of Education incurred in attending the meetings or examinations provided for in this act, except for the examinations as specified in section 8 of this act; provided,

in each case, that said warrant shall issue only upon the statement verified by affidavit of the member submitting such account, and approved by the secretary of said Board of Education; provided also, that the sum total of said expenses of the Board shall not exceed \$300 per annum. (Laws of 1905, ch. 387, § 1.)

*SECTION 2.—State Certificates.*

*Additional State Certificates.*—The Board of Education is furthermore authorized and empowered to issue state certificates of high qualifications to such teachers as may be found, upon examination, to possess the requisite scholarship, and who may also exhibit satisfactory evidence of good moral character, and ability to teach, and skill to govern and control children. The certificates issued by the State Board of Education may be of two grades—one for three years and one for five years; and all certificates issued by said Board shall be countersigned by the state superintendent of public instruction, and such state certificate shall supersede the necessity of all other examinations of the persons holding them by county or local boards of examiners; and such certificates shall be valid in any county, city, town or school district in the state for the term of three or five years (as therein set forth), unless sooner revoked by said State Board of Education. (Laws of 1876, ch. 122, art. 6, sec. 8.)

*SECTION 2.—Professional-examination Course, Law of 1893.*

1. Upon the application of any college, university, or educational institution of like standing, incorporated under the general laws of the state of Kansas, the State Board of Education shall have the power to examine the course of study prescribed and the character of the work done by it, and if, in the judgment of said Board, it shall prove to have as efficient course of study as the four-years courses of study in the State Normal School, the said State Board of Education shall have power to accept grade given on academic subjects completed in course and passed in regular examination to persons who are graduates of or may hereafter graduate from such institution in lieu of the examinations on the same subjects required for the state certificate, which said Board is empowered to give by sections 1 and 2 of this act and section 8 of article 6, chapter 122, Laws of 1876.

2. The Board shall examine all persons whose grades are thus accepted upon the professional subjects included in the course of study at the State Normal School, viz.: Philosophy of education, history of education, school laws, methods of teaching, school management, and upon such other subjects as the regulations of the Board require upon which they are unable to present grades as required in section 3 of this act. (See paragraph above).

3. To all persons receiving credits and passing examinations as required in the preceding sections, the State Board of Education shall issue the three-years certificates provided for by the sections mentioned by the third section of this act, and at the expiration of that time, if the holder of said certificate satisfies the Board that he has taught successfully at least two years out of the three, and has kept himself well informed in the general literature of his profession, said Board shall issue a life certificate in lieu of the first one issued.

4. The graduates of the State University, the State Agricultural College,



and of institutions of learning in any of the United States, maintaining, in the judgment of the State Board of Education, the same high grade of scholarship as required in section 3 of this act, shall be entitled to similar credits. (See paragraph 1.)

5. When the examination papers show a lack of knowledge of the common branches, so called, viz., history of the United States, arithmetic, grammar, geography, orthography, and penmanship, the said Board is authorized to require the candidates to pass a specific examination upon the same.

6. The State Board of Education is authorized to give examinations at the institutions whose courses of study it approves, each institution bearing the expenses of the same.

7. When the said Board satisfies itself that any institution is not maintaining the standard by which it received the approval of the Board, its graduates shall not be entitled to the credits provided for in section 3. (See paragraph 1.)

8. When the State Board of Education is satisfied that any resident of this state, holding a state certificate issued by any other state in the United States, secured the same by passing an examination equivalent to that given by said Board, it may issue to said person the certificate as provided for in section 3 of this act, without further examination.

9. All life certificates issued by the State Board of Education or by the regents of the State Normal School shall be void if the holder of the same should not be engaged in school work for three consecutive years; provided, that certificates may be renewed at the discretion of the State Board of Education.

10. The said Board of Education is empowered to cancel any state certificate which said Board, on satisfactory proof, finds to be held by a person of immoral character or otherwise disqualified for a teacher.

Approved March 11, 1893.

### SECTION 3.—*Arts Course, Law of 1899.*

AN ACT to authorize the issuing of three-years teachers' certificates and life certificates to teach in the public schools of the state to the graduates of certain institutions of learning, and to repeal all acts or parts of acts in conflict with this act.

*Be it enacted by the Legislature of the State of Kansas:*

1. Any graduate of the school of arts of the University of Kansas whose course of study shall have included the subjects required for the teachers' diploma of the said University shall, upon the presentation of said teachers' diploma of the said University to the State Board of Education, receive a three-years certificate to teach in the public schools of this state.

2. Any graduate of any other university or college incorporated under the laws of this state maintaining a department of education and maintaining the same or equivalent requirements for the admission to the freshman class as the University of Kansas, and requiring and maintaining a regular four-years course thereafter for graduation, and accredited as such by the State Board of Education, shall, upon the presentation of the diploma of such university or college to the State Board of Education, receive from said Board a three-years certificate to teach in the public schools of this state;

provided, that his course of study shall have included the subjects required for the teacher's diploma of the University of Kansas, as approved by the State Board of Education.

3. Any person holding a three-year certificate granted in accordance with the provisions of section 1 or section 2 of this act may, at any time within six months before or after its expiration, apply to the State Board of Education for a life certificate, and if it shall appear to the said State Board of Education that the applicant is of good moral character, has taught successfully not less than two years of the three, and has kept himself well informed in the general literature of his profession, a life certificate shall be issued to said applicant by said board of education; provided, that such life certificate shall be void if the holder thereof is out of the teaching profession for three consecutive years; provided, that life diplomas may be renewed by the State Board of Education.

Approved March 3, 1899.

*SECTION 4.—Normal Practice-teaching Course, Law of 1899.*

The State Agricultural College, and any educational institution incorporated under the laws of the state and accredited by the State Board of Education as maintaining a course of study including all the branches prescribed by law and required by said State Board of Education for securing a three-years certificate to teach in the public schools of the state, is hereby authorized to grant a diploma (the form of which shall be prescribed by the State Board of Education) to any person who shall complete the above-specified course of study; which diploma shall be accepted by the State Board of Education as authorization for the granting to the holder of such diploma a three-years certificate to teach in the public schools of the state of Kansas; provided, said person shall have given not less than twenty weeks to practice teaching under the provision of the pedagogical department of said educational institution.

*SECTION 5.—When State Certificates Lapse.*

All life certificates issued by the State Board of Education or by the regents of the State Normal School shall be void if the holder of the same should not be engaged in school work for three consecutive years; provided, that certificates may be renewed by the State Board of Education. (Laws of 1893, ch. 132, sec. 11.)

*SECTION 6.—Recognition of Certificates from Other States.*

When the State Board of Education is satisfied that any resident of this state, holding a state certificate issued by any other state in the United States, secured the same by passing an examination equivalent to that given by said Board, it may issue to said person the certificate as provided for in section 3 of this act, without further examination. (Laws of 1893, ch. 132, sec. 10.)

NOTE.—Only those states with which reciprocal relations have been established or may hereafter be established will be considered under this law.



*SECTION 7.—Revocation of State Certificates.*

1. The said State Board of Education is empowered to cancel any state certificate which said Board, on satisfactory proof, finds to be held by a person of immoral character or otherwise disqualified for a teacher. (Laws of 1893, ch. 132, sec. 12.)

2. Any certificate issued by the State Board of Education, regents of the State Normal School, county board of examiners or city board of examiners may be revoked by the body issuing the same on the grounds of immorality, gross neglect of duty, annulling of written contracts with boards of education and district boards without the consent of a majority of the board which is a party to the contract, or for any cause that would have justified the withholding thereof when the same was granted. (Laws of 1905, ch. 392, sec. 1.)

## CHAPTER VII.

## ACCREDITED SCHOOLS.

The following schools of higher education have been accredited by the State Board of Education, as indicated in the following tables:

*SECTION 1—Arts Course.*

Laws 1899, chapter 179, section 2; General Statutes 1901, section 6237; School Laws 1905, section 47.

BASIS: University of Kansas.

The graduates of the following schools, who have included in their course the course in education, are granted a three-year renewable certificate upon presentation and approval of official transcript of grades on form 116:

NAME OF SCHOOL.	Location.	Date accredited.
Baker University.....	Baldwin.....	1899
Bethany College.....	Lindsborg.....	1899
Campbell College.....	Holton.....	1903
Cooper College.....	Sterling.....	1901
College of Emporia.....	Emporia.....	1899
Fairmount College.....	Wichita.....	1899
Friends University.....	.....	1900
Kansas Wesleyan University.....	Salina.....	1900
Midland College.....	Atchison.....	1903
McPherson College.....	McPherson.....	1900
Ottawa University.....	Ottawa.....	1899
Southwest Kansas College.....	Winfield.....	1900
University of Kansas.....	Lawrence.....	*1899
Washburn College.....	Topeka.....	1904

\* Laws of 1899.

*SECTION 2.—Professional-examination Course.*

Laws 1893, chapter 132, sections 3, 4, and 6; General Statutes 1901, sections 6215, 6216, and 6218; School Laws 1905, sections 36, 37, and 38.

BASIS: State Normal School.

The graduates of the following schools, who pass the examination in the five professional branches, are granted a three-year renewable certificate upon presentation and approval of official transcript of grades on form 115:

## (a) SCHOOLS LOCATED IN KANSAS.

NAME OF SCHOOL.	Location.	Date accredited.
Baker University.....	Baldwin.....	1903
Bethany College.....	Lindsborg.....	1893
Campbell College.....	Holton.....	1903
College of Emporia.....	Emporia.....	1893
Cooper College.....	Sterling.....	1893
Friends University.....	Wichita.....	1900
Kansas Wesleyan University.....	Salina.....	1893
Midland College.....	Atchison.....	1903
McPherson College.....	McPherson.....	1893
Nickerson Normal College.....	Nickerson.....	1902
Ottawa University.....	Ottawa.....	1894
Southwest Kansas College.....	Winfield.....	1894
State Agricultural College.....	Manhattan.....	* 1893
University of Kansas.....	Lawrence.....	* 1893
Washburn College.....	Topeka.....	1893

\* Laws of 1893.

## (b) SCHOOLS LOCATED IN OTHER STATES.

NAME OF SCHOOL.	Location.	Date accredited.
Allegheny College.....	Meadville, Pa.....	1893
California State Normal School.....	Los Angeles, Cal.....	1903
Chicago University.....	Chicago, Ill.....	1901
Cornell University.....	Ithaca, N. Y.....	1893
Colorado College.....	Colorado Springs, Colo.....	1906
Dartmouth College.....	Hanover, N. H.....	1893
Denison University.....	Granville, Ohio.....	1893
De Pauw University.....	Greencastle, Ind.....	1893
Drake University.....	Des Moines, Iowa.....	1893
Earlham College.....	Richmond, Ind.....	1895
Franklin Marshall College.....	Lancaster, Pa.....	1903
Grove City College.....	Grove City, Pa.....	1903
Harvard College.....	Cambridge, Mass.....	1893
Haverford College.....	Haverford, Pa.....	1896
Heidelberg University.....	Tiffin, Ohio.....	1896
Illinois State Normal.....	Normal, Ill.....	1904
Illinois State University.....	Champaign, Ill.....	1903
Indiana State University.....	Bloomington, Ind.....	1903
Indiana State Normal.....	Terre Haute, Ind.....	1896
Iowa State Normal.....	Cedar Falls, Iowa.....	1896
Kenyon College.....	Gambier, Ohio.....	1893
Marietta College.....	Marietta, Ohio.....	1893
Michigan State Normal.....	Mt. Pleasant, Mich.....	1896
Minnesota State University.....	Minneapolis, Minn.....	1896
Monmouth College.....	Monmouth, Ill.....	1893
McKendree College.....	Labanon, Ill.....	1893
New York State Normal School.....	Albany, N. Y.....	1895
New York State Normal School.....	Fredonia, N. Y.....	1895
New York State Normal School.....	Cortland, N. Y.....	1895
New York State Normal School.....	Brockport, N. Y.....	1895
New York State Normal School.....	Buffalo, N. Y.....	1896
New York State Normal School.....	Geneseo, N. Y.....	1896
New York State Normal School.....	Jamaica, N. Y.....	1896
Oberlin College.....	Oberlin, Ohio.....	1904
Ohio State University.....	Columbus, Ohio.....	1893
Ohio Wesleyan University.....	Delaware, Ohio.....	1893
Oregon Agricultural College.....	Corvallis, Ore.....	1903
Pennsylvania State Normal.....	Mansfield, Pa.....	1903
Peabody Normal College.....	Peabody, Tenn.....	1896
Penn College.....	Oskaloosa, Iowa.....	1894
State University of Iowa.....	Iowa City, Iowa.....	1898
Wilmington College.....	Wilmington, Ohio.....	1896
Wooster University.....	Wooster, Ohio.....	1904
Woman's College.....	Baltimore, Md.....	1903
Wesleyan University.....	Bloomington, Ill.....	1893

## SECTION 3.—Normal Practice-teaching Course.

Laws 1899, chapter 179, section 3; General Statutes 1901, section 6238; School Laws 1905, section 49.

BASIS: Requirements of State Board of Education for a state certificate.

The graduates in the normal course of the following schools, who have given at least twenty weeks to practice teaching in the practice school of the pedagogical department of their respective schools, are granted a three-year non-renewable certificate upon presentation and approval of official transcript of grades on form No. 115:

NAME OF SCHOOL.	Location.	Date accredited.
Bethany College.....	Lindsborg.....	1900
Campbell College.....	Holton.....	1903
Friends University.....	Wichita.....	1900
Kansas Wesleyan University.....	Salina.....	1901
McPherson College.....	McPherson.....	1900
Southwest Kansas College.....	Winfield.....	1900

## CHAPTER VIII.

## RECIPROCAL RELATIONS

*Between Kansas and Other States, Concerning the Indorsement of Highest Grade of Life Certificates and State Normal School Diplomas.*

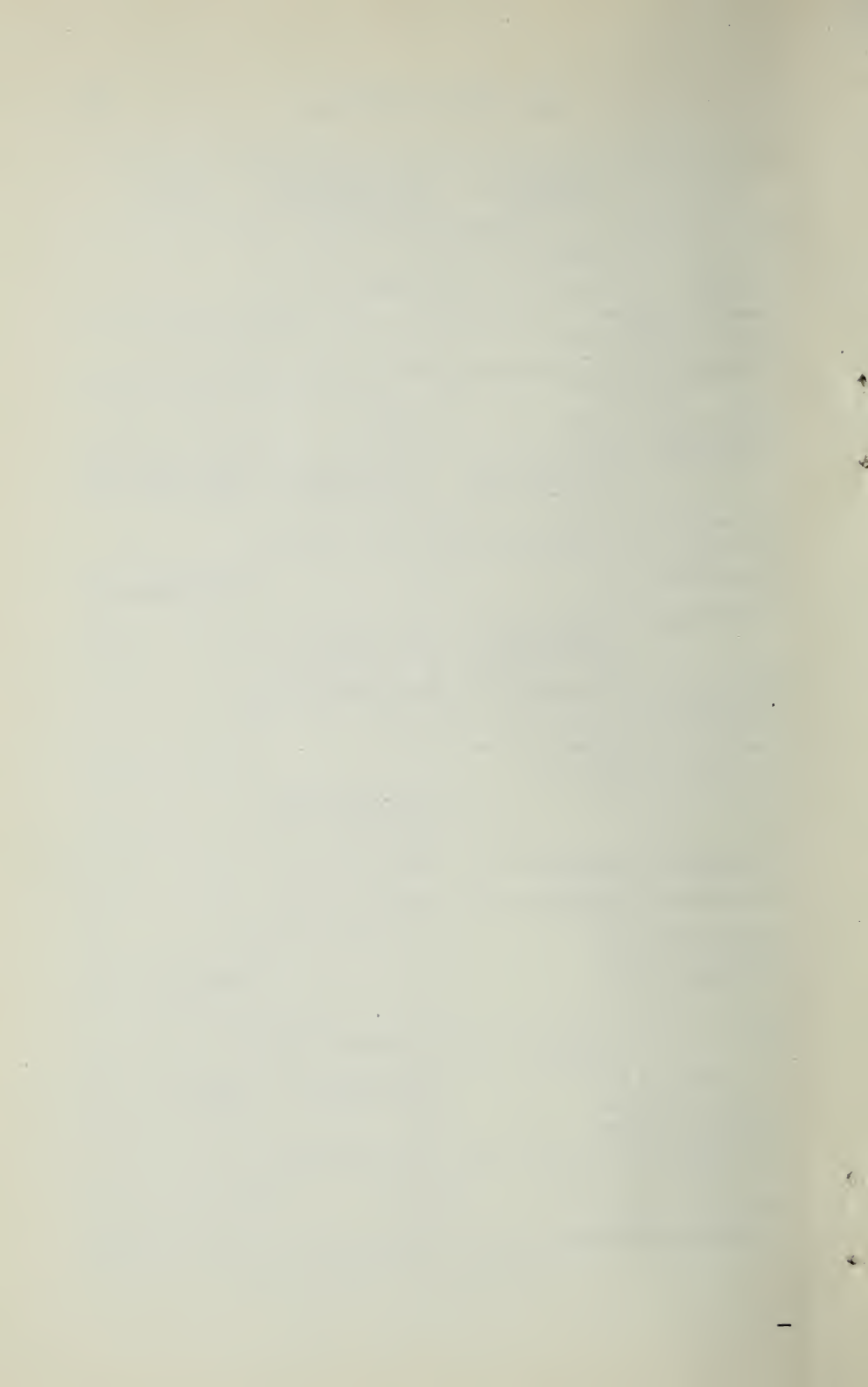
NOTE.—In the indorsement of certificates and diplomas from other states, this state issues a three-year renewable certificate, which is made a life certificate after the holder has met the legal requirements for its renewal.

In the following table the conditions set forth are those imposed by the other states (unless stated otherwise), and Kansas imposes similar conditions upon these several states:

STATE.	Reciprocal indorsement of life certificates.	Reciprocal indorsement of State Normal School diplomas.	Remarks.
Alabama .....	No.	No.	
Arkansas.....	No.	No.	Arkansas law forbids.
Arizona .....	Professional examination required.	Professional examination required.	
California.....	Limited certificate issued before life is issued.	Limited certificate issued before life is issued.	Does not include California grammar-school life certificate.
Colorado.....	No.	No.	Colorado law forbids.
Connecticut.....	No.	No.	Connecticut law forbids.
Delaware.....	No report.	No report.	
Dist. of Columbia,	No; no law for it.	Yes.	
Florida.....	No.	No.	Florida law forbids.
Georgia .....	No.	No.	Georgia law forbids.
Idaho .....	If issued on examination only. (See remark.)	No.	Kansas does not indorse Idaho certificates.
Illinois.....	No.	No.	Illinois law forbids.
Indiana.....	If issued on examination only.	Yes.	
Indian Territory..	No report.	No report.	
Iowa .....	No.	No.	Iowa law forbids.
Kentucky .....	No.	No.	Kentucky law forbids.
Louisiana.....	No.	No.	Louisiana issues no state certificates.
Maine. ....	No report.	No report.	
Maryland .....	No report.	No report.	
Massachusetts....	No.	No.	Massachusetts law does not authorize.
Michigan.....	Yes; each case considered on its merits.	Yes; each case considered on its merits.	

STATE.	Reciprocal indorsement of life certificates.	Reciprocal indorsement of State Normal School diplomas.	Remarks.
Minnesota.....	No; Minnesota law forbids.	Yes.	
Mississippi.....	No report.	No report.	
Missouri.....	No.	No.	
Montana.....	No report.	No report.	
Nebraska.....	No; Nebraska law forbids.	Yes.	
Nevada.....	No report.	No report.	
New Hampshire..	No report.	No report.	
New Jersey.....	Issues two-year certificate which becomes permanent.	Yes; issues two-year certificate which becomes permanent.	Kansas issues a three-year renewable certificate.
New Mexico.....	No report.	No report.	
New York.....	No report.	No report.	
North Carolina...	No.	No.	North Carolina issues no life certificates.
North Dakota....	If graduate of normal school, college, or university.	Yes. (Course must cover Kansas requirements.)	
Ohio.....	Board will consider applications.	No. (Ohio has no normal certificates.)	
Oklahoma.....	No report.	No report.	
Oregon.....	If issued on examination only.	No.	
Pennsylvania....	Yes.	Yes. (Refers to new three-year course in Pennsylvania normals, 1903.)	
Rhode Island....	Considers each case on its merits.	Considers each case on its merits.	
South Carolina...	Considers each case on its merits.	Considers each case on its merits.	
South Dakota....	Yes.	Yes.	
Tennessee.....	No.	No.	Tennessee has no life certificates.
Texas.....	No.	No.	Texas laws forbid.
Utah.....	Considers each case on its merits.	Considers each case on its merits.	
Vermont.....	No.	May consider certain cases on merit.	Vermont laws do not authorize.
Virginia.....	Yes.	Yes.	
Washington.....	Option of state board.	Option of state board.	
West Virginia....	No report.	No report.	
Wisconsin.....	No.	No.	
Wyoming.....	No report.	No report.	





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